

Attachment "A"

City of Leesburg Utility Voucher Program Eligibility Guidelines

Note: The criteria below are to extend assistance and limit the access to these funds to \$100 during a 12 month period to any one recipient. The criteria guidelines identified in items 1-8 are independent of each other.

1. Person(s) with low income that for some reason is unable to pay his/her utility bill for a particular month.
2. Families without a job, but looking for one.
3. No earnings due to illness.
4. Single parent having financial difficulty.
5. Any other case where circumstances have made it impossible to pay the utility bill because of a crisis, etc. There must be proof of these circumstances.
6. \$100.00 maximum voucher per twelve month period.
7. Only residential customers may be eligible.
8. Voucher may not be used for utility deposit, reconnection fees or any other financial institution fees, i.e. non sufficient fund fees.

Documentation Required:

1. Client must have valid information:
 - ü Social Security Card
 - ü Valid Florida Identification
 - ü Any other state issued identification
2. Delinquent Utility Bill
3. Proof of Income
4. Card from Job Services, if looking for job
5. If receiving governmental assistance, proof of monthly payments